GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Panchayat Raj and Rural Development Department-Positioning of Volunteers @ one per around 50 households in the State to ensure effective implementation of Government Programmes/ Schemes – Orders - Issued.

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PANCHAYAT RAJ & RURAL DEVELOPMENT (MDL-I) DEPARTMENT

G.O.Ms.No.165 **Dated:25.10.2019**

Read:

1.G.O.MS.No:104 of PR&RD Department Dated: 22-06-2019.
2.Memo.No.PRR01-PR0PAN(MISC)/192/2019 Dated: 11.08.2019.
3.From the Commissioner, PR & RD, Tadepalli, Guntur Note/Letter. No. PRR02 14021(46)/100/2019-RWS-PRRD (Computer No. 1007686).

ORDER:

In the reference 1st read above, orders were issued formulating guidelines for positioning of Volunteers @ one per around 50 households in the State to ensure effective implementation of Government Programmes/ Schemes.

2. In the reference 2nd read above, the Commissioner, Panchayat Raj & Rural Development was directed to take appropriate action to fill up the vacancies of Village Volunteers in all Villages of the State by issuing Timelines and other Guidelines.

3. In the reference 3rd read above, the Commissioner, Panchayat Raj & Rural Development has reported that, the selection process of engagement of Village Volunteers in all villages of the State is completed by 01.08.2019 as per G.O 1st read above and 1,83,290 Village Volunteers are working at present in the State out of total 1,92,964 volunteer posts in rural areas. 9,674 posts are vacant at present. As the role of the Village Volunteers in delivering the services to the door steps of Households is crucial, there is an immediate need to fill the non-joining vacancies and vacancies arisen for other reasons.

4. The Government have examined the matter and decided to fill up the vacancies of Village Volunteers in all Villages of the State by issuing following guidelines for positioning of Village Volunteers.

a) NOTIFICATION:
The Notification shall be issued in Telugu in two Telugu Daily News Papers by the District Collectors concerned.

b) NUMBER OF VOLUNTEERS:
As informed by the Districts, out of total 1,92,964 volunteer posts in rural areas, 1,83,290 Village Volunteers are working at present in the State. 9,674 posts are vacant. However, the exact Number of vacant positions of Village Volunteers shall be arrived at by the respective District Collectors before issuing the notification.

c) ELIGIBILITY:
The applicant must belong to the Village/Gram Panchayat for which she/he is applying.

d) EDUCATIONAL QUALIFICATIONS:
The applicant must have passed at least 10th Class or its equivalent on the date of the application.

(Contd.2)

e) RESERVATION:

Rule of reservation is applicable as per the rules in vogue. 50% of posts within each category will be considered for women. Wherever vacancies arised due to non availability of certain communities those vacancies may be filled with other available communities. First, Mandal should be taken as the unit for fixing RoR. In case, no candidates of a particular category are available in the Mandal, District may be taken as the unit. But, in the scheduled tribal areas only ST candidates shall be appointed. In case, in a particular village in the Scheduled area no eligible ST candidate is available, the same may be appointed from the adjacent village.

f) AGE:

The applicant shall be of at least 18 years of age as on **01.11.2019** and shall have not exceeded 35 years.

g) HOW TO APPLY:

The candidates shall apply online through Website link gramavolunteer.ap.gov.in

h) METHOD OF SELECTION:

All eligible applicants shall be called for interview by the Selection Committee consisting of MPDO/ Tahsildar / EO(PR&RD).

The interview board will select the most eligible applicants based on the following parameters:

1. Behavioral Skills-15 marks
   i. Value System [Honesty, Discipline, Morality]
   ii. Empathy for the poor
   iii. Social Responsibility
   iv. Result Orientation

2. General Awareness - 20 marks
   i. Various Government Programmes and Welfare Activities
   ii. Social and Local Problems
   iii. Village Development Plans [his/her ideas]

3. Soft Skills - 15 marks
   i. Leadership Qualities
   ii. Good Communication Skills

Each member of interview board will award marks to each applicant in the interview for a maximum of 50 marks. The average marks (of the three) obtained by the applicant out of 50 will be reckoned for selection of Village Volunteers.

The letter of engaging the services of selected Village Volunteers will be issued by the Chairman of the Selection Committee, i.e. MPDO.

i) HONORARIUM:

The selected applicants will be engaged as volunteers on honorarium basis for the services rendered. Each volunteer will be paid performance based honorarium of Rs.5,000/- per month.

j) TRAINING:

Two days induction training will be imparted to all selected volunteers at Mandal Level on 29th & 30th of November, 2019.

k) POSITIONING:

Positioning and Commencement of work by Village Volunteers in the villages shall start from **01st December, 2019.**

l) ROLES AND RESPONSIBILITIES OF VILLAGE VOLUTEERS:

Roles and responsibilities of Village Volunteers will be as prescribed from time to time. Already detailed guidelines have been issued in this regard.

(Contd.3)

m) REVIEW MECHANISM / PERFORMANCE APPRAISAL:

Performance of village volunteers will be monitored by the competent authorities in the way as prescribed from time to time. MPDO at Mandal Level and Panchayat Secretary at Village Level will also monitor the performance of village volunteers at frequent intervals.

Performance appraisal at District Level will be done by the District Collector,

n) PROVISION FOR DISCHARGE:

Any Village Volunteer who is not able to provide satisfactory services shall be discharged from the duties by the appointing authority. At the time of discharge, it shall be ensured that there are no dues of any kind towards the Government/local body /etc.

TENTATIVE TIMELINE:

1	Notification inviting applications	01-11-2019
2	Receipt of application	01-11-2019 to 10-11-2019
3	Scrutiny of applications	By 15-11-2019
4	Interviews by Selection Committee	16-11-2019 to 20-11-2019
5	Intimation letters to selected Volunteers	22-11-2019
6	Induction and Training Programme	29-11-2019 to 30-11-2019
7	Positioning of volunteers	01-12-2019

6. Other General Guidelines

i. This time, issue of Re-notifications in all the Districts will be done by the District Collectors to fill up the vacancies of Village Volunteers as per the above timelines and guidelines.

ii. Thereafter, if any vacancies of Village Volunteers arise, the Mandal Selection Committee under the supervision of District Collector will be competent to notify and fill the vacancies following the process and guidelines mentioned above without waiting for further instructions.

iii. Collectors should issue directions to the MPDOs for making Full Additional Charge (FAC) arrangements to the vacancies of Village Volunteer duly entrusting to the neighboring Volunteer till filling up of the vacancy.

iv. Filling of the vacancies of Village Volunteers arisen in the first notification due to non-availability of certain caste or communities in a village with other available caste or communities in that village in the next Recruitment notification may be taken up, maintaining the RoR taking District as unit.

iv. It should be ensured that, vacancies arisen shall be filled at the earliest and in any case, the duration of vacancy shall not exceed 2 months.

7. The Commissioner, Panchayat Raj &Rural Development is requested to issue detailed guidelines in the matter immediately.

(Contd.4)

8. A copy of this order is available in the Internet and can be accessed at address: http://www.goir.ap.gov.in.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

L.V.SUBRAHMANYAM
CHIEF SECRETARY TO GOVERNMENT

To
The Commissioner, PR & RD Department, AP, Tadepalli, Guntur District.
All the District Collectors in the State.
Copy to:-
The PS to Secretary to Hon'ble Chief Minister, AP Secretariat, Velagapudi,
The PS to Hon'ble Minister PR&RD, M&G Department, AP Secretariat, Velagapudi,
The PS to Chief Secretary to Government, AP Secretariat, Velagapudi
The PS to Principal Secretary, PR&RD Department, AP Secretariat, Velagapudi.
SF/SC

//FORWARDED:: BY ORDER//

SECTION OFFCIER